Pol. 31 for 9/6

PRESERVED

P 16

App. F. IX-4

Previous References

1931 . 32

(Police)

File No. 62 - 31

Serial Nos. 1 & 2

Later References

Pol 40, 31 — 7-9

Pol. 196-39 (1-2)

PRESERVED

General and Revenue Secretariat.

Serial Nos. Two.

Part B for September 1931

SUBJECT.

Draft of a Special Branch Manual proposed by the D. G. P to be issued for the instruction of Dist! Officers in reporting on matters of a political nature.

---

2) D to the D. G. P.

No. P 1716 dt 22-9-31

Approves the proposed manual with certain modifications and requests that six copies of the manual, if printed, may be supplied to this office

Dr. Rama Rau

26-9-31

General and Revenue Secretariat | File No. 62 of 193 1.

Serial No. 1

964 P

From the Dy Sg Bare No. 92 Ck 5/31-32 dt 21.8.31

Forwards a draft of a Special Branch Manual prepared to be issued for the instruction of District Officers in reporting on matters of political nature & states that there is need for expediting reports securing the regular & orderly submission & transmitted for perusal & orders.

Para 10 of the Manual Contemplates formation of a S/I Bg in the 14th districts

25/8 — The

25.9.31

The proposed Manual contains useful instructions & may be got compiled. It is somewhat doubtful if it is the function of the C.I.D to watch the activities mentioned under 2 (b) iii & iv viz movements relating to changing caste customs & social uplift of particular castes, and the activities of social clubs & Societies.

Chief Secretary)

(I think it may go)

25/8/31

1st Member

RB 1/9/31

Cl 1/9/31

Papers returned with request

1/9/31 RB

2/9/31

OFFICE OF THE FIRST MEMBER OF COUNCIL 1 SEPT. 1931 No. 2a.2a.16

SECRETARIAT 26 AUG 1931

NOTE—Contn. Sheet.

WD 02553—G PB—50,000—8 7 30

964 ✓

File No. of 193 | General and Revenue Secretariat

DEWAN'S OFFICE 926. 3. SEP. 1931

Order copy of the Manual may issue after perusal of the Hon'ble the Secretary (for Dewan)

Draft submitted for approval.

Chief Secretary).

TYPING SECTION 18. SEP. 1931 GENL. & REV SECTT.

From The I.G. of Police No. P1716 DC 22.9.31

2

-Approves the proposed Manual with certain modifications & requests that five copies of the Manual if printed

General and Revenue Secretariat

File No. 62 of 193/

Serial No.	
✓ 28 23/9	May be applied to this file

NOTE—Contu. Sheet.

WD 02563—G PB—50,000—8-7-30

CONFIDENTIAL.

POLICE DEPARTMENT.

964 of 31

Pol 62-31-1

Tel. Address "ALACRIS"
PHONE No. 298

No. G2- C. 45/31-32.
Encs. Encl. one file.

OFFICE OF THE INSPECTOR-GENERAL OF POLICE IN MYSORE,

Dated Bangalore the 21st August 1931.

From

F. A. HAMILTON, ESQ., C.I.E.,
INSPECTOR-GENERAL OF POLICE IN MYSORE,
BANGALORE.

To

R. RANGA RAO, ESQ., B.A., B.L.,
Chief Secretary to the Government
of His Highness the Maharaja of Mysore,
BANGALORE.

This appears to require orders RR 24/8/31 CE 24/8/31

SIR,

I have the honour to forward herewith draft of a Special Branch Manual proposed to be issued for the instruction of District Officers in in reporting on matters of a political nature. At present no system exists in dealing with such subjects and reports are made without uniformity while important occurrence pass unreported. I believe the need for systematising reports securing t is regular and orderly submission will not be dispensed.

The object of the system is to enable Government to be kept informed on all matters of a political nature occuring in the Stat as well as of all matters affecting public opinion and those which are of public interest and concern the Government of the State. The Manual explains exactly the subjects to be dealt with and the manner in which it is proposed to deal with them and I need not, I think, further enlarge on them in this letter.

Amongst other matters, it will be seen that it is proposed to introduce a Telegraphic Cipher Code System for use in communicating matters of a Confindential and Secret nature which it is un-desirable to send openly which, at the same time, it is necessary to send urgently. I am unaware whether any such Cipher is in use in the State: if there is none, the particular system to be introduced will be decided upon after Consultation with Government.

I think that is. Honour to acknowledge & ord. RR

I have used the title "Special Branch" to designate this branch of the C.I.D, which at present bears the style 'Political'

since the use of this latter term has been found elsewhere liable to create suspicion and mystery in the minds of a public too ready to treat as suspect, any activities of Government specially designed to deal with Political affairs.

I have the honour to be,

Sir,

Your most obedient servant,

Inspector General of Police.

STRICTLY CONFIDENTIAL.

GOVERNMENT OF HIS HIGHNESS THE MAHARAJA OF MYSORE.

POLICE DEPARTMENT.

SPECIAL BRANCH MANUAL

containing

Instructions for District Police Oficers.

For Official Use Only

CREST.

Published By Authority.

----- -----

SPECIAL BRANCH MANUAL OF INSTRUCTIONS FOR DISTRICT POLICE OFFICERS.

Chapter I.

Functions of the Special Branch.

1. The Special Branch of the C.I.D is formed for the purpose of collecting and recording and disseminating all information on political matters and other matters such as Labour, Social, Economic and Religious affairs as may have political importance and are of a confidential nature such as cannot properly be dealt with by the Police in the ordinary performance of their duties but which still are calculated to be of public interest. The Special Branch is in fact, the instrument of Political Intelligence designed to keep the Government informed, promptly and accurately, of all matters of political and public importance.

2. The subjects dealt with by the Special Branch are:--

(a) Political.

(i) The inception and development of all political movements and agitation, more especially those of an anti-Government nature, such as revolutionary, communistic, civil-disobedience, non-payment of taxes, boycott, picketting and non-co-operation activities;

(ii) All propoganda and meetings held in connection with such movements with a measure of their effect on public opinion;

(iii) The formation, constitution, influence and activities of all associations and societies of a political nature;

(iv) The movements of political suspects and agitators;

(v) Religions, Social and economic movements of a Political nature;

(b) Social and Economic.

(i) Information and activities of Labour Unions; Labour Unions and all movements towards the organization of Strikes;

(ii) All development in connection with Youth and Volunteer Movements;

(iii) Movements relating to the change in caste customs and the improvement in the status and conditions of particular castes;

(iv) The activities of Social Clubs and Societies.

This stop - is any case to

(c) Religious.

Religious excitement and tension between sects and communities; changes in doctrine and practice; formation of new sects.

(d) Government Officers.

Attempts to tamper with the loyalty of the Army, Police or other Government servants and the attendanc at Political meetings of Government servants.

(e) Foreigners.

The movements and activities of persons not natives of the State which are believed to be politically suspcisious.

(f) Press.

Information regarding newspapers, particularly in respect of objectionable articles, with an account of the general attitude towards correct events.

(g) Agrarian Unrest.

Movements for the non-payment of ommission of taxation.

(h) Proscribed Literature.

The publication or dissemination of newspapers, pamphlets or books which have been proscribed.

(i) Dramas and Cinemas.

The performance of objectionable Dramas and Films.

(j) Smuggling.

Illicit trade in arms and ammunition or other articles which are contraband.

(k) Miscellaneous.

The dissemination of rumours likely to disturb the public; social and political conditions of the people; the growth of and effects of popular feelings and movements.

3. Though the Special Branch has its own staff this is limited and the Branch is necessarily dependent largely on District Officers for furnishing information under the heads enumerated above and unless these officers furnish this information the Branch cannot properly fulfil its functions.

Chapter II.

4. One of the most important duties of the District Police is to furnish the Special Branch of the C.I.D. promptly with information of the subjects specified.

5. Officers of all ranks should be encouraged to pay attention to this phase of their duties of which the importance should be impressed upon them. It is the duty of the District Superintendents of Police to see that his subordinates understand what is required of them in this matter and he should explain to them, personally the subjects on which information is required and how they should communicate it to them. They should be told that all sources of information should be explored and that free use should be made of private informants.

6. The question whether information is of sufficient importance to be communicated is not one on which it is

it is possible to be definite. It may be assumed that any information on the heads specified is of sufficient importance to be communicated. Facts and incidents seemingly of only local importance may assume a far greater importance, and if reported may be found to be parts of an extensive whole and may elucidate an otherwise abscure situation.

7. Care should be taken to furnish information that is accurate but information of importance should not be with-held because it has not been tested. Rumours, especially those that are persistent and widespread should be freely reported. Even though such rumours may have no foundation, they may have far-reaching effects.

8. The information required if it is to be of any real value must be communicated promptly. The District Superintendents of Police should arrange to have all information communicated to him by his subordinates so that his weekly Special Branch Report may reach the District Superintendent of Police, C.I.D. on Friday of each week (in urgent cases, however, when the information is of special and urgent importance it should be communicated by the Subordinates whether S.H.O., Inspector or A.S.P. direct to the D.S.P.,C.I.D., a copy being sent in such cases to the D.S.P.) The D.S.P. will send a weekly S.B. Report in the form supplied direct to the D.S.P., C.I.D, every Saturday emobodying therein the information received by him during the week. A duplicate copy of the report will be sent to the Deputy Commissioner who will forward it if he has any remarks to make thereon to the D.S.P.,C.I.D. otherwise he will destroy it.

Special Branch Reports should be concise, and to the point and carefully arranged so that they may be re-produced in print as they stand. Proper names should

should be written in block capitals if the reports are not typed.

9. The fact that a D.S.P. has communicated information to the C.I.D does not relieve him of the responsibility of taking such action in respects of the acts and facts communicated as may result from the normal execution of his duties.

10. Until such time as Special Branch Staff can be formed in Districts, the Superintendents must depend in addition to Inspectors and Sub Inspectors on such men as are allotted for Intelligence Duty for the collection of information regarding political and other movements. Such men should be specially selected for this Intelligence and should be deputed to undertake enquiries of a delicate and confidential nature, i.e., shadow political suspects and other duties of a confidential nature.

Chapter III.

Political Suspects and Foreigners.

11. Special Branch will compile and maintain dossiers or histories of political suspects of the State and of politically minded foreigners who visit it. Copies of these histories will be kept in the Districts to which the persons named therein reside or regularly visit.

12. Political suspects will be divided into two classes, 'A' Class comprising of persons who have to be kept under close watch and 'B' Class those of a less dangerous nature.

13. The shadowing of political suspects is one of the most important and delicate duties the police are required to perform, calling as it does for skill, tact,

tact, intelligence, patience, initiative and secrecy. The duty should be performed unobstrusively so that the person shadowed may be kept in ignorance of the fact that he is being watched. It should be entrusted only to selected men. The persons chiefly to be watched will be those in 'A' Class and the duty of the shadowing officer is mainly to keep in touch with their activities and to see that their arrival is reported to the local police.

14. Shadowing officers if unable to follow a suspect to his destination should pass him on to the Railway Police if he travels by Railway or ensure that the police of the place to which he is travelling are given information of his coming, prior to his arrival.

15. When an 'A' Class suspect leaves one District for another telegraphic intimation should be sent to the D.S.P. of the District to which he is going, the identity of the suspect being conveyed by his number on the list rather than by his name.

16. The District Police must keep in touch with all the suspects on their list and in cases of 'B' Class suspects should send information of their movements by post.

17. The movements of all political suspects with an account of their activities must be intimated to the D.S.P., C.I.D.

18. The District Police should report to the D.S.P., C.I.D. the names of all persons whom he considers should be brought on the list of suspects.

19. The list of Suspects will be kept upto-date by the entry of fresh information regarding each suspect and will be revised from time to time, the names of persons who had ceased to be active and dangerous being eliminated

20. Foreigners whose activities are political should be dealt with in the same way local political suspects and according to their notoriety and influence.

Chapter IV.

Meetings and Speeches.

21. Political meetings, Labour Meetings and those as which subjects with which the Special Branch is concerned are likely to be discussed, should be attended by officers of intelligence of the local police competent to record accurately the tenor of the speeches made. More than one officer should attend and each record his notes independently.

22. These officers should pay special attention to any tendency on the part of the speakers to use seditious, objectionable, intemperate language or language calculated to incite to acts of violence or acts of subversion of the constitution of the State. The objectionable passages should be recorded, so far as is possible, verbatim, the actual words used in the language in which the speech is delivered.

23. These officers should, further, append to their reports besides the names of the speakers, a statement giving particulars regarding the number and classes of persons attending the meeting and the influence of the speakers and the effect of the speeches made by them.

24. When speeches made are likely to be the subject of legal proceeding against the speakers the names of private persons attending the meeting and who are willing and able to speak to the expressions used should be used.

25. When it is known that political or other meetings are to be held at which political suspects are to speak, the services of Shorthand Reporters attached to the Special Branch should be requisitioned (at present these reporters

are trained only in English Short-hand but it is expected that they will be trained to write Shorthand in the Vernacular shortly).

26. As soon as possible after the close of a meeting the notes made should be sent to the D.S.P. who should countersign and date the notes and transcripts. In the case of Short-hand notes, Transcripts should be made at once and the Countersignature of the D.S.P. obtained thereon immediately.

27. The presence of Shorthand Report at a meeting in no way relieves the local police of their obligation to attend these meetings and make notes as laid down in para 22, nor of securing the evidence of private persons as indicated in para 24.

28. The fact that a report of a meeting at which seditions or objectionable speeches have been made has been reported to the Special Branch in no way relieves the local police of the responsibility for taking legal action against the speakers. This responsibility rests entirely on the local police.

Chapter V.

Dissemination of Information by the Special Branch

29. From the information collected by its staff and the District Police the Special Branch will compile a secret abstrct of political Intelligence, which will be published and distributed to all Deputy Commissioners and District Superintendents of Police so that they may be kept informed of the trend of political events in the State and elsewhere and the action taken in such matters in other Districts.

30. These secret abstracts are not intended for the use of officers other than those to whom they are distri-

distributed and extracts from them must not be read or sent to subordinates. Such information as it is desired to communicate to subordinate officers should be paraphrased whether communicated either orally or in writing.

31. Information of an important nature which it is desirable Government or its officers should be possessed of without delay will be communicated at once by the D.S.P., C.I.D. in the form of an advance report.

32. Secret abstracts will be filed by the officers authorised to possess them in a special confidential almirah and those officers will be held responsible for their safe custody. At the end of each year the abstracts will be sent to the D.S.P., C.I.D., for beinf bound and supplied with an index.

33. Other records of secret nature such as circulars relating to Special Branch, Rules for the protection of His Highness the Maharaja and His Excellance the Viceroy, documents relating to Internal Security, Strikes, List of Political Suspects and Instructions for the use of the Telegraphic Cipher Code and the Special Branch Manual will also be kept in the personal custody of the officers concerned.

34. Copies of secret abstracts will be retained for 20 years and office copies of Special Branch Reports for one year

35. The loss of any document connected with Special Branch must be reported forthwith to tne D.S.P., C.I.D.

Chapter VI.

Custody and use of the Telegraphic Cipher Code.

36. Instructions for the use of a Telegraphic Cipher

Code will hereafter be issued to Deputy Commissioners and District Superintendents of Police, together with a list of the officers empowered to use it, for use in communicating urgently matter of a confidential and secret nature which it is undesirable to trust to the Post Office in ordinary language.

37. The system is based on a key-word or key-sentence which must be committed to memory, the slip on which it is communicated being burnt immediately on receipt. Changes in the key-word of sentence will be communicated by the D.S.P., C.I.D.

38. When an officer goes on leave or hands over charge of his District to another authorised to use the Cipher Code he will inform him of the Key-word or Key-sentence.

39. The Cipher System must be kept secret and no officer may disclose any of its processes to any one not authorised to use it. Nor may he obtain the assistance of any unauthorised person in enciphering or deciphering messages.

40. The Instructions relating to the Telegraphic Cipher Code must be kept in the Special Branch Confidential and must not be taken on tour by the officer to whose safe custody they are entrusted.

-----000000000000-----

SPECIAL BRANCH REPORT.

..... *District. For week ending .....*

N I L.

Numbers of last two Secret Abstracts received:--

Nos. *and*

District Superintendent of Police.

S E C R E T.

POLICE DEPARTMENT.

SPECIAL BRANCH REPORT.

-- --- --- District.

For week ending ----------

The following matters should be reported on

(a) Political.

(b) Social and Economic

(c) Religious

(d) Government Officers.

(e) Foreigners.

(f) Press.

(g) Agrarian Unrest.

(h) Proscribed Literature

(i) Dramas and Cinemas.

(j) Smuggling

(k) Miscellaneous.

Despatched.

Received by Deputy Commissioner

Despatched by Deputy Commissioner.

Numbers of last two Secret Abstracts

received and

District Superintendent of Police.

Write on this half of the Sheet and on one side only.

-- ----

. ..... *District.*

For the week ending.....

Perforations.-

G. R. S. App F. G. 3.

GENERAL AND REVENUE SECRETARIAT.

(Continuation sheet draft form.)

Signed by Mr. C.S
issued on 22-9-31

No. P1716.
Pol 62-31-2

To

The Inspector General of Police

Sir,

With reference to your letter No. Cy 2 - C45/31-32 dated 21st August 1931 forwarding draft of a Special Branch Manual proposed to be ~~issued~~ for the instruction of District officers in reporting on matters of a political nature, I am directed to inform you that Government approve of the proposed Manual with the following modifications:-

(1) Paragraph 1, after "but which are calculated to be of public interest" add "and importance".

(2) omit Paragraph 2 (b) (iv) - ~~omit~~ -
"The activities of Social clubs & Societies" — ~~Omit~~.

Six ~~printed~~ copies of the Manual if printed, may be ~~caused to be~~ supplied to this office when

RB
10/9/31

Chief Secretary to Govt
8/9/31

WI 0827—G PB—10,000—18-5-27

Secl

21st Septr. 1931.

The Inspector General of Police in Mysore.

With reference to your letter No.G2-C45/31-32 dated 21st August 1931 forwarding draft of a Special Branch Manual proposed to be ~~used~~ issued for the instruction of District Officers in reporting on matters of a political nature, I am directed to inform you that Government approve of the proposed manual with the following modifications:-

(1) Paragraph 1. After "but which still are calculated to be of public interest" add "and importance".

(2) Omit paragraph 2 (b) (iv) - "The activities of Social Clubs and Societies".

Six copies of the Manual if printed, may be supplied to this office.

I have the honour to be,

Sir,

Your most obedient servant,

for Chief Secretary to Government.

NSG.2.